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22 MAY 1981

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MEMORANDUM FOR: Director of Central Intelligence

VIA: Deputy Director of Central Intelligence  
Deputy Director for Administration

FROM: James H. McDonald  
Director of Logistics

SUBJECT: Request for Delegation of General Services  
Administration Operating Authority

1. Attached is a letter to the Administrator, General Services Administration (GSA) (Attachment A) and two draft delegations of authority (Attachment B). The letter, prepared for the signature of the Director of Central Intelligence, requests that GSA delegate to this Agency the authority to lease space and contract for the operation and maintenance of buildings occupied by the Agency.

2. The leasing delegation would simply remove the 5,000 square foot limitation on the authority presently delegated to the Agency. This ceiling is arbitrary, and while we have no present requirements impacted by this limitation, its removal would provide needed flexibility and authority to respond to future requirements.

3. The second delegation would allow us to immediately contract for certain services presently provided by GSA on a reimbursable basis. It would also allow us to contract for those services which GSA is supposed to provide under the Standard Level User Charge (SLUC) but, for budgetary or other reasons, is unable to provide. However, Agency funds are not presently budgeted for this purpose. This delegation establishes the framework within which the Agency and GSA will examine the totality of SLUC-financed support. The object of this analysis is to develop a systematic program leading to the delegation of certain of those functions to the Agency and to also make available an appropriate level of funding to carry out these tasks.

4. From the Agency's point of view, there appear to be no legal impediments to implementation of these delegations. While we are not aware of any specific legal limitations to GSA's ability to execute the delegations as we have requested, there may be some problems with the SLUC aspects of the delegations. Implicit in our assumption of SLUC-related functions is the transfer to the Agency of an appropriate level of SLUC-financed funding. This may cause GSA some problems, but we would anticipate resolving those issues as a part of the analysis process.

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**SUBJECT: Request for Delegation of General Services  
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5. It is recommended that the Director of Central Intelligence sign the attached letter to the Administrator, GSA, requesting that GSA delegate both leasing and limited contracting authority to this Agency.

/s/ James H. McDonald

James H. McDonald

**Attachments:**

- A. Letter to the Administrator (GSA)
- B. Draft Delegations of Authority

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(20 May 81)

23 July 1981

The Honorable Gerald P. Carmen  
Administrator  
General Services Administration  
Washington, D.C. 20407

Dear Jerry:

For a number of years, this Agency has worked closely with the General Services Administration (GSA) to improve the services and responsiveness of GSA in supporting the Central Intelligence Agency (CIA). These efforts have had mixed results. A dialogue was initiated to improve this situation and resulted in the suggestion that GSA delegate more authority to CIA in the leasing, operation, and maintenance of both Government-owned and -leased buildings occupied by the Agency.

We were extremely pleased that Admiral Freeman and Mr. Ray Kline engaged the National Academy of Public Administration (NAPA) to evaluate GSA's role within the total framework of the Federal Government. We have read their report with interest and are appreciative of the fact GSA authorized the study and subsequently shared the results in an effort to improve government efficiency and your agency's responsiveness.

As a customer agency, we were approached by NAPA for our views as to GSA's role and responsiveness. This Agency prepared such a report for NAPA and also provided a copy of our study to Mr. Ray Kline by memorandum dated 3 November 1980. An additional copy is enclosed for your convenience.

Our report proposed that specific authorities be delegated to the CIA. As the NAPA report now recommends that GSA delegate to program agencies the authority to perform their own administrative services under Office of Management and Budget policies and GSA rules, the purpose of this letter is to request that the authorities identified in our report (summarized in the executive summary) now be delegated to this Agency.

The Honorable Gerald P. Carmen

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With the exception of [ ] our interest is to continue to initially depend on GSA for the majority of our support. The delegations will enable the Agency to use internal resources to meet the support requirements of time-critical missions or of unusually complex or atypical support requirements where internal processing is both more efficient and responsive.

There are enclosed with this letter two proposed delegations of authority. It is believed the suggested wording of these delegations accurately reflects the thrust of the NAPA study recommendations and our mutual desire to improve GSA support to this Agency. Again, this Agency commends GSA for undertaking this important study.

Sincerely,

/s/  
William J. Casey

Enclosures

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/s/ James H. McDonald

22 MAY 1981

\_\_\_\_\_  
Director of Logistics

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